

~~CONFIDENTIAL~~

OTE 87-5210

11 JUL 1987

MEMORANDUM FOR: Executive Assistant to DDA

25X1 FROM:

Director of Training and Education

SUBJECT: Use of Central Employee Activity Fund

Jim
Thank you for your help in obtaining funds from the Central Employee Activity Fund for the celebration of the 100th running of the Midcareer Course. We only needed \$600.00 of the money and have refunded the remaining \$1,000.

25X1 We particularly appreciate your sound advice and ability to move our request through the bureaucracy so quickly. All my staff who worked with you were very complimentary of your support. Thanks again.

cc: DDA

25X1 30 June 87

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